

CE Allied Health Advisory Committee

Fall 2025 Agenda

October 28, 2025

Noon

CCC Joe Chat Conference Room

Members Present

Lisa Harrington

Sarah Long

Xochitl Pruitt

Tom Ostovich

Paige Rask

Kim Holley

Suki Desire

Vernon College Faculty/Staff

Bettye Hutchins

Zachary Nguyen-Moore

Andrea Sanchez

Alanna Lee

Members Not Present

Deepika Dollini

Rachel Strickland

Kim Stringfellow

Welcome and IntroductionsAlanna Lee

Alanna Lee welcomed committee members and invited all to introduce themselves.

Purpose of Advisory CommitteeBettye Hutchins

Bettye Hutchins reviewed the purpose and importance of advisory committees and the role they play at Vernon College.

Election of Vice-Chair, and RecorderBettye Hutchins

Bettye Hutchins explained the roles of vice chair and recorder and invited the committee to volunteer or nominate others for these roles.

Chair – Lisa Harrington

Volunteer for Vice Chair – Sarah Long

Volunteer for Recorder – Xochitl Pruitt

Old Business/Continuing BusinessLisa Harrington

With no old business to review, Lisa moved on to discuss new business.

New BusinessLisa Harrington

A. Review program outcomes

Lisa Harrington asked Alanna Lee to review the program outcomes for Medical Assisting listed below.

Program Outcomes: Medical Assisting

1. Utilization of basic medical terminology regarding the human body in relation to functions and systems as well as medical office environments.
2. Proficiency in medical office operations and procedures.

3. Demonstrates efficiency in human relation skills; not limited to customer service, teamwork, employee relationships, diverse work environments/relationships, and all other professional relationships regarding the medical environment.
4. Recognizes and practices professional conduct, ethics, and patient confidentiality.
5. Applies theory, concepts and skills during clinical experience following all rules and regulations associated with the occupation and the business/industry.
6. Understands and explains the cardio vascular system

Program outcomes mapped to courses

| Program: Medical Assisting Award: Medical Assisting Certificate of Completion CIP: 51.0801 | | | | | | Credential: Certificate of Completion | | | | | | | | |
|---|---|---|---|---|---|--|--|--|--|--|--|--|--|--|
| LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES | | | | | | | | | | | | | | |
| Outcomes | | | | | | Course Number | Course Title | | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | | | | | | | | | |
| | | X | | | | LEAD1000 | Workforce Development with Critical Thinking | | | | | | | |
| X | X | X | X | X | X | ECRD1011 | Electrocardiography | | | | | | | |
| X | | X | X | | | MDCA1005 | Medical Law & Ethics | | | | | | | |
| X | | | X | | X | MDCA1009 | Anatomy & Physiology for MA | | | | | | | |
| X | | | X | | X | MDCA1013 | Medical Terminology | | | | | | | |
| X | X | X | X | X | | MDCA1021 | Administrative Procedures | | | | | | | |
| X | X | X | X | X | X | MDCA1048 | Pharmacology & Administration of Medications | | | | | | | |
| X | X | X | X | X | X | PLAB1023 | Phlebotomy | | | | | | | |
| X | X | X | X | X | X | MDCA1060 | Clinical – Medical/ Clinical Assistant | | | | | | | |
| | | | | | | 6. Understands and explains the cardiovascular system. | | | | | | | | |
| | | | | | | 5. Applies theory, concepts and skills during clinical experiences following all rules and regulations from Vernon College, the clinical site, and state regulations | | | | | | | | |
| | | | | | | 4. Recognizes and practices professional conduct, ethics, and patient confidentiality. | | | | | | | | |
| | | | | | | 3. Demonstrates efficiency in human relation skills; not limited to customer services, teamwork, employee relationships, diverse work environments/ relationships, and all other professional relationships regarding the medical environment. | | | | | | | | |
| 2. Proficiency in medical office operations and procedures. | | | | | | | | | | | | | | |
| 1. Utilization of basic medical terminology regarding the human body in relation to functions and systems as well as medical office environments. | | | | | | | | | | | | | | |

1. Approve program outcomes

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the program outcomes for Medical Assisting as presented.

Sarah Long made a motion to approve.

Paige Rask seconded the motion.

The motion passed and the committee approved the program outcomes for Medical Assisting as presented.

Program Outcomes: Certified Medication Aide

Lisa Harrington asked Alanna Lee to review the program outcomes for Certified Medication Aide listed below.

1. Ability to administer medications safely and correctly.
2. Ensure patient safety and health
3. Demonstrates efficiency in human relation skills; not limited to customer service, teamwork, employee relationships, diverse work environments/relationships, and all other professional relationships regarding the medical environment.
4. Recognizes and practices professional conduct, ethics, and patient confidentiality.
5. Applies theory, concepts and skills during clinical experience following all rules and regulations associated with the occupation and the business/industry.

Program outcomes mapped to courses

| Program: Certified Medication Aide | | | | | Credential: Occupational Skills Award | | | | | |
|--|----------|----------|----------|----------|--|--|--|--|--|--|
| Award: Medication Aide OSA | | | | | | | | | | |
| CIP: 51.2603 | | | | | | | | | | |
| LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES | | | | | | | | | | |
| Outcomes | | | | | Course Number | Course Title | | | | |
| 1 | 2 | 3 | 4 | 5 | | | | | | |
| X | X | X | X | X | NURA1013 | Medication Administration for the Nurse Aide | | | | |
| | | | | | 5. Applies theory, concepts and skills during clinical experience following all rules and regulations associated with the occupation and the business/industry. | | | | | |
| | | | | | 4. Recognizes and practices professional conduct, ethics, and patient confidentiality. | | | | | |
| | | | | | 3. Demonstrates efficiency in human relation skills; not limited to customer service, teamwork, employee relationships, diverse work environments/relationships, and all other professional relationships regarding the medical environment. | | | | | |

| | |
|--|--|
| | 2. Ensure patient safety and health |
| | 1. Ability to administer medications safely and correctly. |

1. Approve program outcomes

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the program outcomes for Certified Medication Aide as presented.

Sarah Long made a motion to approve.

Suki Desire seconded the motion.

The motion passed and the committee approved the program outcomes for Certified Medication Aide as presented.

Program Outcomes: Certified Nurse Aide

Lisa Harrington asked Alanna Lee to review the program outcomes for Certified Nurse Aide listed below.

1. Utilization of basic medical terminology regarding the human body in relation to functions and systems as well as long-term care facility environments.
2. Demonstrates skills and knowledge for providing patient-centered care in long-term care facilities
3. Demonstrates efficiency in human relation skills; not limited to customer service, teamwork, employee relationships, diverse work environments/relationships, and all other professional relationships regarding the medical environment.
4. Recognizes and practices professional conduct, ethics, and patient confidentiality.
5. Applies theory, concepts and skills during clinical experience following all rules and regulations associated with the occupation and the business/industry.
6. Proficiency in performing tasks such as assisting with activities of daily living, measuring and recording vital signs and observing patients' conditions.

Program outcomes mapped to courses

| | | | | | | |
|--|---|----------|----------------------|---------------------|----------|---|
| Program: Certified Nurse Aide | Credential: Institutional Credential Leading to Licensure or Certification | | | | | |
| Award: Nurse Aide, ICLC | | | | | | |
| CIP: 51.3902 | | | | | | |
| LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES | | | | | | |
| Outcomes | | | Course Number | Course Title | | |
| 1 | 2 | 3 | 4 | 5 | 6 | |
| X | | X | | | | NURA1001 Nurse Aide for Healthcare |
| X | X | X | X | X | X | NURA1060 Clinical – Nursing Assistant / Aide |

| | | | |
|--|--|--|--|
| | | | 6. Proficiency in performing tasks such as assisting with activities of daily living, measuring and recording vital signs and observing patients' conditions. |
| | | | 5. Applies theory, concepts and skills during clinical experience following all rules and regulations associated with the occupation and the business/industry. |
| | | | 4. Recognizes and practices professional conduct, ethics, and patient confidentiality. |
| | | | 3. Demonstrates efficiency in human relation skills; not limited to customer service, teamwork, employee relationships, diverse work environments/relationships, and all other professional relationships regarding the medical environment. |
| | | | 2. Demonstrates skills and knowledge for providing patient-centered care in long-term care facilities |
| | | | 1. Utilization of basic medical terminology regarding the human body in relation to functions and systems as well as long-term care facility environments. |

1. Approve program outcomes

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the program outcomes for Certified Nurse Aide as presented.

Kim Holley made a motion to approve.

Paige Rask seconded the motion.

The motion passed and the committee approved the program outcomes for Certified Nurse Aide as presented.

Program Outcomes: Patient Care Technician

Lisa Harrington asked Alanna Lee to review the program outcomes for Patient Care Technician listed below.

1. Provide basic nursing skills and activities of daily living to patients.
2. Demonstrate basic EKG reading and interpretation.
3. Demonstrates efficiency in human relation skills; not limited to customer service, teamwork, employee relationships, diverse work environments/relationships, and all other professional relationships regarding the medical environment.
4. Recognizes and practices professional conduct, ethics, and patient confidentiality.
5. Applies theory, concepts and skills during clinical experience following all rules and regulations associated with the occupation and the business/industry.
6. Understand and apply infection control practices to protect patients and healthcare workers.

Program outcomes mapped to courses

| | |
|---|--|
| Program: Patient Care Technician | |
|---|--|

| Award: Patient Care Technician ICLC | | | | | | Credential: Institutional Credential Leading to Licensure or Certification | |
|--|---|---|----------------------|---|---------------------|---|--|
| CIP: 51.3902 | | | | | | | |
| LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES | | | | | | | |
| Outcomes | | | Course Number | | Course Title | | |
| 1 | 2 | 3 | 4 | 5 | 6 | | |
| | | X | | | X | NUPC1020 Patient Care Technician | |
| X | X | | | | | ECRD1011 Electrocardiography | |
| X | X | X | X | X | X | NUPC1060 Clinical – Patient Care Assistant / Aide | |
| 6. Understand and apply infection control practices to protect patients and healthcare workers. 5. Applies theory, concepts and skills during clinical experience following all rules and regulations associated with the occupation and the business/industry. 4. Recognizes and practices professional conduct, ethics, and patient confidentiality. 3. Demonstrates efficiency in human relation skills; not limited to customer service, teamwork, employee relationships, diverse work environments/relationships, and all other professional relationships regarding the medical environment. 2. Demonstrate basic EKG reading and interpretation. | | | | | | | |
| 1. Provide basic nursing skills and activities of daily living to patients. | | | | | | | |

1. Approve program outcomes

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the program outcomes for Patient Care Technician as presented.

Suki Desire made a motion to approve.

Kim Holley seconded the motion.

The motion passed and the committee approved the program outcomes for Patient Care Technician as presented.

Program Outcomes: Phlebotomy

Lisa Harrington asked Alanna Lee to review the program outcomes for Phlebotomy listed below.

1. Demonstrate skills and knowledge of blood collection procedures, safety protocols, and patient interaction.

2. Proficiency in performing venipunctures, skin punctures, syringe practice, and syringe draws.
3. Demonstrates efficiency in human relation skills; not limited to customer service, teamwork, employee relationships, diverse work environments/relationships, and all other professional relationships regarding the medical environment.
4. Recognizes and practices professional conduct, ethics, and patient confidentiality.
5. Applies theory, concepts and skills during clinical experience following all rules and regulations associated with the occupation and the business/industry.

Program outcomes mapped to courses

| Program: Phlebotomy | | | | | Credential: Institutional Credential Leading to Licensure or Certification | | | |
|--|---|---|----------------------|---------------------|--|-----------------------|--|--|
| Award: Phlebotomy ICLC | | | | | | | | |
| CIP: 51.1009 | | | | | | | | |
| LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES | | | | | | | | |
| Outcomes | | | Course Number | Course Title | | | | |
| 1 | 2 | 3 | 4 | 5 | | | | |
| X | X | X | | | PLAB1023 | Phlebotomy | | |
| X | X | X | X | X | PLAB1060 | Clinical - Phlebotomy | | |
| | | | | | 5. Applies theory, concepts and skills during clinical experience following all rules and regulations associated with the occupation and the business/industry. | | | |
| | | | | | 4. Recognizes and practices professional conduct, ethics, and patient confidentiality. | | | |
| | | | | | 3. Demonstrates efficiency in human relation skills; not limited to customer service, teamwork, employee relationships, diverse work environments/relationships, and all other professional relationships regarding the medical environment. | | | |
| | | | | | 2. Proficiency in performing venipunctures, skin punctures, syringe practice, and syringe draws. | | | |
| | | | | | 1. Demonstrate skills and knowledge of blood collection procedures, safety protocols, and patient interaction. | | | |

1. Approve program outcomes

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the program outcomes for Phlebotomy as presented.

Xochitl Pruitt made a motion to approve.

Sarah Long seconded the motion.

The motion passed and the committee approved the program outcomes for Phlebotomy as presented.

Lisa then moved on to review assessment methods.

B. Assessment methods and results

Lisa Harrington asked Alanna Lee to review the assessment methods and results. The committee suggested the clinical hours for Medical Assisting be increased from 48 to 60 and added to MDCA 1060 (to be voted on under E. Program curriculum, courses, and degree plans section).

In all courses, students will be assessed by utilizing end of chapter(s)/unit with homework, tests, and a comprehensive final at the end of each course. For a majority of the courses, they are required to participate in lab. Lab is where they can apply what they have learned from the book or the procedures that are being taught.

- Medical Assisting has clinical externship of 48 hours where the student must complete during the last portion of the program, including 100 venipuncture and 25 capillary sticks.
- Certified Medication Aide is required to have 10 hours of clinical at the facility they are employed at.
- Certified Nurse Aide has clinical externship of 44 hours at a long-term care facility.
- Patient Care Technician has clinical externship of 48 hours in a hospital environment.
- Phlebotomy has clinical externship of 60 hours in a medical environment where the student must complete a minimum of 100 venipuncture and 25 capillary sticks.

1. Approve assessment methods and results

After review, Lisa asked if there were any questions or comments. With no additional discussion, Lisa asked for a motion to approve the assessment methods as presented.

Suki Desire made a motion to approve.

Tom Ostovich seconded the motion.

The motion passed and the committee approved the assessment methods as presented.

Lisa then moved on to workplace competency.

C. Workplace competency (course or exam)

Lisa Harrington asked Alanna Lee to review the following workplace competency information.

During the 2023 – 2024 academic year, the following exams were administered:

Certified Medication Aide – Certified Medication Aide exam through Texas Health and Human Services
Certified Nurse Aide – Certified Nurse Aide exam through Texas Health and Human Services / Prometric
Phlebotomy – Certified Phlebotomy Technician exam through National Healthcare Association (NHA)

During the 2024 – 2025 academic year, the following exams were administered:
 Medical Assistant – CCMA (Certified Clinical Medical Assistant) exam through National Healthcare Association (NHA); CET (Certified Electrocardiography Technician) exam through National Healthcare Association (NHA); CPT (Certified Phlebotomy Technician) exam through National Healthcare Association (NHA)
 Certified Medication Aide – Certified Medication Aide exam through Texas Health and Human Services
 Certified Nurse Aide – Certified Nurse Aide exam through Texas Health and Human Services / Prometric
 Phlebotomy – Certified Phlebotomy Technician exam through National Healthcare Association (NHA)

Verification of workplace competencies:

Medical Assistant: This data is for the first cohort that was held in the 2024 – 2025 academic year.

| Workplace Competency: Course or Licensure exam | Number of students who took course or licensure exam | Results per student | Use of results |
|--|---|---------------------|---|
| 1. Electrocardiography (EKG) | 6 | 50% Passed | State licensure reporting. Required certification to work in the field. |
| 2. Certified Phlebotomy Technician (CPT) | 2 | 50% Passed | State licensure reporting. Required certification to work in the field. |
| 3. Certified Clinical Medical Assistant (CCMA) | 6 | 50% Passed | State licensure reporting. Required certification to work in the field. |

1. Approval of workplace competency: Medical Assisting

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the workplace competency for Medical Assisting as presented.

Sarah Long made a motion to approve.

Suki Desire seconded the motion.

The motion passed and the committee approved the workplace competency for Medical Assisting as presented.

Certified Medication Aide: This data is for the 2023 – 2024 and the 2024 – 2025 academic year.

| Workplace Competency: Course or Licensure exam | Number of students who took course or licensure exam | Results per student | Use of results |
|---|--|------------------------|---|
| 4. Certified Medication Aide 2023 - 2024 | 8 | 6 Passed | State licensure reporting. Required certification to work in the field. |

| | | | |
|---|----|-----------|---|
| 5. Certified Medication Aide 2024 – 2025 | 13 | 13 Passed | State licensure reporting. Required certification to work in the field. |
|---|----|-----------|---|

1. Approval of workplace competency: Certified Medication Aide

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the workplace competency for Certified Medication Aide as presented. Xochitl Pruitt made a motion to approve.

Sarah Long seconded the motion.

The motion passed and the committee approved the workplace competency for Certified Medication Aide as presented.

Certified Nurse Aide: This data is for the 2023 – 2024 and the 2024 – 2025 academic year.

| Workplace Competency: Course or Licensure exam | Number of students who took course or licensure exam | Results per student | Use of results |
|---|--|------------------------|---|
| 6. Certified Nurse Aide 2023 - 2024 | 132 | 102 Passed | State licensure reporting. Required certification to work in the field. |
| 7. Certified Nurse Aide 2024 – 2025 | 153 | 75 Passed | State licensure reporting. Required certification to work in the field. |

1. Approval of workplace competency: Certified Nurse Aide

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the workplace competency for Certified Nurse Aide as presented.

Tom Ostovich made a motion to approve.

Xochitl Pruitt seconded the motion.

The motion passed and the committee approved the workplace competency for Certified Nurse Aide as presented.

Patient Care Technician: This data is for the 2024 – 2025 academic year.

| Workplace Competency: Course or Licensure exam | Number of students who took course or licensure exam | Results per student | Use of results |
|---|--|------------------------|---|
| 8. Patient Care Technician 2024 - 2025 | 46 | 39 Passed | State licensure reporting. Required certification to work in the field. |

1. Approval of workplace competency: Patient Care Technician

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the workplace competency for Patient Care Technician as presented. Paige Rask made a motion to approve.

Suki Desire seconded the motion.

The motion passed and the committee approved the workplace competency for Patient Care Technician as presented.

Phlebotomy Technician: This data is for the 2023-2024 and 2024 – 2025 academic year.

| Workplace Competency: Course or Licensure exam | Number of students who took course or licensure exam | Results per student | Use of results |
|---|--|------------------------|--|
| 9. Phlebotomy Technician 2023 - 2024 | 26 | 21 Passed | State licensure reporting. Required certification to work in the field. |
| 10. Phlebotomy Technician 2024 – 2025 | 40 | 28 Passed | State licensure reporting. Required certification to work in the field. |

1. Approval of workplace competency: Phlebotomy

Lisa asked if there were any questions or comments. With no additional discussion, she asked for a motion to approve the workplace competency for Phlebotomy as presented.

Sarah Long made a motion to approve.

Kim Holley seconded the motion.

The motion passed and the committee approved the workplace competency for Phlebotomy as presented.

D. Program Specific Accreditation Information and Requirements (if applicable)

Lisa Harrington asked Alanna Lee to review program specific accreditation.

All programs below are accredited through Southern Association of Colleges and Schools Commission on Colleges.

- Medical Assisting: Certification is awarded by National Healthcare Association
- Certified Medication Aide: Certification is awarded by Texas Health and Human Services
- Certified Nurse Aide: Certification is awarded by Texas Health and Human Services
- Patient Care Technician: Certification is awarded by National Healthcare Association
- Phlebotomy Technician: Certification is awarded by National Healthcare Association

After review, Lisa moved on to program revisions.

E. Review program curriculum/courses/degree plans

Lisa Harrington asked Alanna Lee to review the curriculum, courses, and degree plans.

Medical Assisting, Certificate of Completion

CIP 51.0801

Instructional Location – Century City Center

CERTIFICATE OF COMPLETION (Probable Completion Time – 6 months)

| | | |
|------------------|--|------------|
| LEAD1000 | Workforce Development with Critical Thinking | 32 |
| MDCA1005 | Medical Law & Ethics | 32 |
| MDCA1009 | Anatomy & Physiology for MA | 48 |
| MDCA1013 | Medical Terminology | 32 |
| MDCA1021 | Administrative Procedures | 48 |
| PLAB1023 | Phlebotomy | 48 |
| ECRD1011 | Electrocardiography | 32 |
| MDCA1048 | Pharmacology & Administration of Medications | 64 |
| MDCA1060 | Clinical – Medical / Clinical Assistant | 48 |
| Subtotal: | | 384 |

Certified Medication Aide, Occupational Skills Award

CIP 51.2603

Instructional Location – Century City Center

OCCUPATIONAL SKILLS AWARD (Probable Completion Time – 3 months)

| | | |
|----------|---|------------|
| NURA1013 | Medication Administration for the Nurse Aide / Home Health Aide | 144 |
| | Subtotal: | 144 |

Certified Nurse Aide, ICLC

CIP 51.3902

Instructional Location – Century City Center, Vernon Campus, & Area High Schools

Institutional Credential Leading to Licensure or Certification (Probable Completion Time – 3 months)

| | | |
|----------|-------------------------------------|------------|
| NURA1001 | Nurse Aide for Health Care | 72 |
| NURA1060 | Clinical – Nursing Assistant / Aide | 44 |
| | Subtotal: | 116 |

Patient Care Technician, ICLC

CIP 51.3902

Instructional Location – Century City Center and Area High Schools

Institutional Credential Leading to Licensure or Certification (Probable Completion Time – 3 months)

| | | |
|----------|--|------------|
| NUPC1020 | Patient Care Technician | 48 |
| ECRD1011 | Electrocardiography | 32 |
| NUPC1060 | Clinical – Patient Care Assistant / Aide | 48 |
| | Subtotal: | 128 |

Phlebotomy Technician, ICLC

CIP 51.1009

Instructional Location – Century City Center and Vernon Campus

Institutional Credential Leading to Licensure or Certification (Probable Completion Time – 3 months)

| | | |
|----------|-----------------------|------------|
| PLAB1023 | Phlebotomy | 64 |
| PLAB1060 | Clinical – Phlebotomy | 60 |
| | Subtotal: | 124 |

1. Approve program revisions (if applicable, if no revisions skip)

After review, Lisa asked if there were any questions or comments. With no additional discussion, Lisa asked for a motion to approve the curriculum/courses/degree plans including the suggested additional clinical hours for Medical Assisting (changed from 48 to 60, added to MDCA 1060).

Suki Desire made a motion to approve.

Tom Ostovich seconded the motion.

The motion passed and the committee approved the curriculum/courses/degree plans as with proposed changes.

Lisa then moved on to local demand/labor market outlook.

F. Local Demand/Labor Market Outlook

Lisa Harrington asks Bettye Hutchins to review the following labor market outlook information and questions whether the data provided is accurate. Bettye next asks questions from the Comprehensive Local Needs Survey, collecting information used in reporting to the state.

| Occupation | National Median Wage | State Median Wage | Local Median Wage | Current /Projected Job openings (2022-2032) | Projected Growth (2022-2032) |
|--|-------------------------------|-------------------------------|-------------------------------|---|------------------------------|
| Medical Assistant | \$21.25/hr \$44,200/annual | \$18.71/hr \$38,930/annual | \$18.79/hr \$39,080/annual | 11,250 TX | 25% TX |
| Certified Nurse Aid Patient Care Assistant | \$19.01/hr \$39,530/annual | \$17.49/hr \$36,390/annual | \$16.61/hr \$34,550/annual | 13,500 TX | 13% TX |
| Phlebotomists | \$20.99/hr \$43,660/annual | \$19.12/hr \$39,770/annual | \$18.88/hr \$39,270/annual | 2,190 TX | 26% TX |
| | | | | | |

*BLS 2024 wage
data

After the CLNA survey, Lisa moved on to facilities, equipment, and technology.

G. Evaluation of facilities, equipment, and technology. Recommendation for acquisition of new equipment and technology.

Lisa Harrington asked Alanna Lee to review the evaluation of facilities, equipment, and technology.

The Carl D. Perkins Career and Technical Education Grant through the Office of Instructional Services fully funded 10 Phlebotomy Training Arms, 2 CPR Training Packs, and 6 Dual Head Stethoscopes for Medical Assisting in 24-25.

After review, Lisa moved on to professional development.

H. Professional development of faculty and recommendations

Lisa Harrington asked Alanna Lee to review professional development. After review, Lisa asked for any suggestions, then with no further discussion, moved on to promotion and publicity.

Our instructor is Rae-Yanne Preville. She has been working extremely hard over the last couple of months preparing for the first cohort. She does not have professional development at this time to share.

I. Promotion and publicity (recruiting) for the program

Lisa Harrington asked Alanna Lee to review promotion methods. Alanna reviewed promotion and publicity/recruiting practices. Bettye Hutchins added information regarding marketing efforts funded by the Office of Instructional Services. After review, Lisa asked if there were any comments or suggestions. With no further discussion, he then moved on to special populations.

Facebook/Twitter ads
Commercial in the Spring
Vernon College has a brand-new digital sign that was used in promoting the Medical Assisting program. Most of the applicants that applied came in because they saw the information on the digital sign.

J. Serving students from special populations:

Lisa Harrington asked Alanna Lee to review the definitions of special populations and the services available to those who apply. Bettye Hutchins goes on to expand on the services covered by the college and its various departments, including emergency aid funding and a new food pantry located in each campus.

Vernon College is an open enrollment college. The Proactive Assistance for Student Services (PASS) department offers many services for documented disabilities such as but not limited to quiet testing, longer testing times, interpreters, and special equipment.

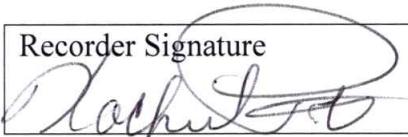
Vernon College has a program titled “New Beginnings” for students who qualify to receive transportation, childcare, and/or textbook loans. Perkins funding is also offering assistance to break down barriers such as uniform, supply, equipment costs.

Peer to Peer mentoring, tutoring (online and in person), resume building, student success series, and counseling are just a few of the other options/services available to students.

1. Special populations new definitions:

- a. Individuals with disabilities;
- b. Individuals from economically disadvantaged families, including low-income youth and adults;
- c. Individuals preparing for non-traditional fields
- d. Single parents, including single pregnant women;
- e. Out-of-workforce individuals;
- f. English learners;
- g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
- h. Youth who are in, or have aged out of, the foster care system; and
- i. Youth with a parent who—
 - i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
 - ii. is on active duty (as such term is defined in section 101(d)(1) of such title).

Lisa Harrington asked if the committee had any further action, discussion or recommendations. With no further discussion to be had, Lisa adjourned the meeting at 1:21pm.

| | | |
|---|-----------------|-------------------------|
| Recorder Signature  | Date 2-12-24 | Next Meeting: Fall 2026 |
|---|-----------------|-------------------------|